

DUTY STATEMENT

CEC-004 (Revised 04/07)

CALIFORNIA ENERGY COMMISSION



Classification: Electric Transmission System Program Specialist I	Position No. 800-4860-001
CBID: R09	Office: Administration
Date Prepared: April 28, 2010	Division: Electricity Supply Analysis
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL	

Under the general direction of the Deputy Director, Electricity Supply Analysis Division, the incumbent will lead, coordinate, and conduct analytical assignments in the field of electric transmission and generation system analysis, planning and regulation. These assignments will be varied, complex, and technical, including engineering and economic studies of electric transmission projects, studies that identify and evaluate the technical requirements necessary to integrate various generation technologies into the existing electricity system, and evaluations of options to address local transmission constraints, area transmission stability concerns, and infrastructure requirements to maintain system reliability. The incumbent must have sufficient knowledge of state energy policy and goals, the California Public Resources Code, and the field of integrated resource planning to participate in the design and performance of analyses related to the integrated development of California's electricity sector and its infrastructure. The incumbent will be required to work in a team environment as a leader, subject-matter expert, or technical-support participant. As a team leader on large projects, the incumbent may coordinate the efforts of various governmental agencies. The incumbent must work well with people, exercise good listening, memory, and problem-solving skills.

WORKING CONDITIONS: Work is performed primarily in an office, conference room, and hearing room environment and may require standing and walking as well as sitting for long periods of time. Work area is well lighted and ventilation is adequate. The noise level may be often high. Some travel is required to attend off-site meetings. Additional hours beyond an eight-hour workday or forty-hour workweek may be required. While performing the duties described below, the incumbent will be required to work alone and/or in a team environment, utilizing a personal computer and appropriate Commission software such as word processing, electronic mail, Internet and specialized analytical models; participate in meetings with other staff and other agencies.

DUTIES AND RESPONSIBILITIES:

- 30% Plans, organizes, manages and conducts complicated technical analyses on the implications of developing of specific bulk transmission projects, both planned and conceptual, for the integration of new renewable resources, the need for local capacity in transmission-constrained areas, and the ability to import energy from and rely upon generation capacity in neighboring states. The incumbent also conducts analyses and evaluates assessments of the bulk transmission needed to meet the state's environmental policy goals and ensure reliable service under different scenarios regarding future load-growth, impacts of demand-side programs (energy efficiency, demand response), and renewable and fossil generation resource development. (E)

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- 20% Conducts technical analysis and characterization of the transmission infrastructure for integrated electricity resource planning, modeling, and systems assessments. These include cost estimates for the development of transmission infrastructure, the likelihood and timing of specific transmission additions, the transfer capacity of new transmission lines, both proposed and conceptual, and the effect of new lines on the ability to import power and rely upon capacity in neighboring states. (E)
- 20% Represents the Energy Commission and participates in federal, state and regional electricity generation and transmission proceedings and public forums, including but not limited to the California ISO's annual Transmission Planning Process, the California Transmission Planning Group, the Renewable Energy Transmission Initiative, rulemakings and investigations at the CPUC, and regional organizations (e.g., WestConnect). Provides technical input to these meetings and information that is relevant to ESAD integrated resource planning studies. Monitors the development and permitting of proposed projects and deployment of new technologies. (E)
- 15% Serves as a subject matter expert on transmission technology and infrastructure development and its significance in the context of integrated resource planning. Prepares written reports and makes oral presentations on transmission planning; advises Office Managers, Deputy Directors, the Executive Office and Commissioners on the implications of transmission development for integrated resource planning. Participates in briefings, meetings, workshops, hearings, technical conferences, and other public forums. Participate's in planning, organizing, and conducting public events to share information with electricity market participants, representatives of other government agencies, and the general public. (E)
- 10% Provides technical support to division staff working on distributed generation- and smart grid-related issues. Advises staff regarding developments in transmission planning, including policy considerations that affect the deployment of distributed generation and smart grid technologies. Ensures that the potential for deploying distributed generation and smart grid technologies is considered in transmission planning forums at the California ISO, CPUC, and elsewhere.
- 5% Performs other duties as required consistent with the specifications of this classification. (M)

SIGNATURES			
I Certify That I Am Able To Perform, With Or Without The Assistance Of A Reasonable Accommodation, The Essential Job Duties Of This Position			
_____		_____	
Incumbent	Date	Sylvia Bender	Date